

Town of Greenfield, NH LIBRARY DIRECTOR

The Trustees of the Stephenson Memorial Library in Greenfield seek qualified applicants for the position of Library Director. The position is full-time (40 hours per wk) with a generous benefits package.

As the heart of the community, the library has undergone two years of remarkable growth and is thriving and bustling with activity. With visits, circulation and programming for all ages on the rise, the “Stephenson” offers a new director a cherished role in the community.

The new director will be energetic and wear many hats - as an administrator, a leader of all programming, and supervisor of a dynamic team of part-time staff.

This is an excellent opportunity and challenge for a first-time director. Specifically, the right candidate will have a Master’s degree in Library and Information Science, excellent interpersonal skills, a history of team-building, in-depth knowledge of modern library science and services, and excellent technology skills. The candidate also needs to be a natural teacher and comfortable working with all ages, from babies through seniors.

Duties include general administration and daily operation of the library, supervision of library staff, budget development/management, and collaboration with the Trustees in community outreach, planning and Library development. A detailed job description for this position and general information about the Library are available on the Stephenson Memorial Library web page at:

http://www.greenfield-nh.gov/Public_Documents/GreenfieldNH_Library/index

To apply, submit a resume, cover letter, and contact information for three references to: *Chair, Board of Trustees at director@stephensonlibrary.org or Chair, Board of Trustees, Stephenson Memorial Library, 761 Forest Rd., Greenfield, NH 03047.* A review of applications will begin immediately. This position is open until filled. The Town of Greenfield is an Equal Opportunity Employer.